

ZB# 03-37

Kenneth Smith

39-2-21

ZBA #03-37 KENNETH SMITH (AREA)
9 CRESTHAVEN DRIVE (39-2-21)

ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR
555 UNION AVENUE
NEW WINDSOR, N.Y. 12553
Granted 9-8-03

565-0240

**OFFICE OF THE BUILDING INSPECTOR
TOWN OF NEW WINDSOR
ORANGE COUNTY, NEW YORK**

NOTICE OF DISAPPROVAL OF BUILDING PERMIT APPLICATION

**APPLICANT IS TO PLEASE CONTACT THE ZONING BOARD SECRETARY AT (845) 563-4615 TO
MAKE AN APPOINTMENT WITH THE ZONING BOARD OF APPEALS.**

DATE: June 25, 2003

**APPLICANT: KENNETH & MAUREEN SMITH
9 CRESTHAVEN DR.
NEW WINDSOR, NY 12553**

COPY

PLEASE TAKE NOTICE THAT YOUR APPLICATION DATE: 6/24/2003

FOR : 8' X 12' REAR DECK

LOCATED AT: 9 CRESTHAVEN DR.

ZONE: Sec/Blk/ Lot: 39-2-21

DESCRIPTION OF EXISTING SITE: Single Family Dwelling

IS DISAPPROVED ON THE FOLLOWING GROUNDS:

- 1. 48-12 use/bulk table R-4 Zone Column G-8 40' rear yard setback is required. Proposed deck will be 30' from the rear property line. A variance of 10' is required.**


BUILDING INSPECTOR

PERMITTED

PROPOSED OR
AVAILABLE:

VARIANCE
REQUEST:

ZONE: **R-4** USE: **Rear 8 x 12 deck**

MIN LOT AREA:

MIN LOT WIDTH:

REQ'D FRONT YD:

REQ'D SIDE YD:

REQ'D TOTAL SIDE TD:

REQ'D REAR YD: 40' 30' 18' 11

REQ'D FRONTAGE:

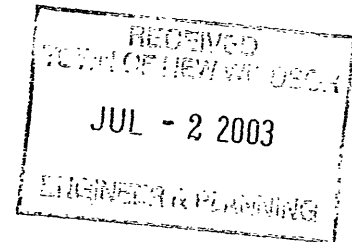
MAX BLDG HT:

FLOOR AREA RATIO:

MIN LIVABLE AREA:

DEV COVERAGE:

cc: Z.B.A., APPLICANT, FILE, W/ ATTACHED MAP



APPROVED

03-37

PLEASE ALLOW FIVE TO TEN DAYS TO PROCESS
IMPORTANT
YOU MUST CALL FOR ALL REQUIRED INSPECTIONS OF CONSTRUCTION

Other inspections will be made in most cases but those listed below must be made or Certificate of Occupancy may be withheld. Do not mistake an unscheduled inspection for one of those listed below. Unless an inspection report is left on the job indicating approval of one of these inspections it has not been approved and it is improper to continue beyond that point in the work. Any disapproved work must be reinspected after correction.

1. When excavating is complete and footing forms are in place (before pouring.)
2. Foundation inspection. Check here for waterproofing and footing drains.
3. Inspect gravel base under concrete floors and under slab plumbing.
4. When framing, rough plumbing, rough electric and before being covered.
5. Insulation.
6. Final inspection for Certificate of Occupancy. Have on hand electrical inspection data and final certified plot plan. Building is complete at this time. Wall water test required and engineer's certification letter for septic system required.
7. Driveway inspection must meet approval of Town Highway Superintendent. A driveway bond may be required.
8. \$50.00 charge for any site that calls for the inspection twice.
9. Call 24 hours in advance, with permit number, to schedule inspection.
10. There will be no inspections unless yellow permit card is posted.
11. Sewer permits must be obtained along with building permits for new houses.
12. Septic permit must be submitted with engineer's drawing and percolation test.
13. Road opening permits must be obtained from Town Clerk's office.
14. All building permits will need a Certificate of Occupancy or a Certificate of Compliance and here is no fee for this.

RECEIVED
JUN 24 2003
BUILDING DEPARTMENT

FOR OFFICE USE ONLY:
Building Permit #: _____

**AFFIDAVIT OF OWNERSHIP AND/OR CONTRACTOR'S COMP & LIABILITY INSURANCE CERTIFICATE IS
REQUIRED BEFORE THE BUILDING PERMIT APPLICATION WILL BE ACCEPTED AND/OR ISSUED**

PLEASE PRINT CLEARLY - FILL OUT ALL INFORMATION WHICH APPLIES TO YOU

Owner of Premises KENNETH C. & MARLEEN F. SMITH

Address 9 CREST HAVEN DRIVE Phone # 565-0240

Mailing Address SAME Fax # _____

Name of Architect _____

Address _____ Phone _____

Name of Contractor _____

Address _____ Phone _____

State whether applicant is owner, lessee, agent, architect, engineer or builder Owner

If applicant is a corporation, signature of duly authorized officer. _____

(Name and title of corporate officer)

1. On what street is property located? On the NORTH side of Crest Haven Dr.
and EAST 500 ft (N, S, E or W) feet from the intersection of HARTH & CREST HAVEN DR.
2. Zone or use district in which premises are situated RESIDENTIAL Is property a flood zone? Y NO
3. Tax Map Description: Section 39 Block 2 Lot 21
4. State existing use and occupancy of premises and intended use and occupancy of proposed construction.
- a. Existing use and occupancy _____ b. Intended use and occupancy 8' x 12' Deck
5. Nature of work (check if applicable) ☐ New Bldg. ☐ Addition ☐ Alteration ☐ Repair ☐ Removal ☐ Demolition ☒ Other
6. Is this a corner lot? NO REPLACE 3' x 4' Landing with 8' x 12' Deck
7. Dimensions of entire new construction. Front 12' Rear 12' Depth 8' Height 24' No. of stories 1
8. If dwelling, number of dwelling units: _____ Number of dwelling units on each floor _____
- Number of bedrooms _____ Baths _____ Toilets _____ Heating Plant: Gas _____ Oil _____
Electric/Hot Air _____ Hot Water _____ If Garage, number of cars _____
9. If Business, commercial or mixed occupancy, specify nature and extent of each type of use _____
10. Estimated cost 1000⁰⁰ Fee _____

6, 23, 2003

date

APPLICATION FOR BUILDING PERMIT
TOWN OF NEW WINDSOR, ORANGE COUNTY, NEW YORK
Pursuant to New York State Building Code and Town Ordinances

Building Inspector: Michael L. Babcock
Asst. Inspectors: Frank Liel & Louis Krychear
New Windsor Town Hall
555 Union Avenue
New Windsor, New York 12553
(845) 563-4818
(845) 563-4895 FAX

Bldg Insp Examined _____
Fire Insp Examined _____
Approved _____
Disapproved _____
Permit No. _____

INSTRUCTIONS

- This application must be completely filled in by typewriter or in ink and submitted to the Building Inspector.
- Plot plan showing location of lot and buildings on premises, relationship to adjoining premises or public streets or areas, and giving a detailed description of layout of property must be drawn on the diagram, which is part of this application.
- This application must be accompanied by two complete sets of plans showing proposed construction and two complete sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical and plumbing installations.
- The work covered by this application may not be commenced before the issuance of a Building Permit.
- Upon approval of this application, the Building Inspector will issue a Building Permit to the applicant together with approved set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises, available for inspection throughout the progress of the work.
- No building shall be occupied or used in whole or in part for any purpose whatever until a Certificate of Occupancy shall have been granted by the Building Inspector.

APPLICATION IS HEREBY MADE to the Building Inspector for the issuance of a Building Permit pursuant to the New York Building Construction Code Ordinances of the Town of New Windsor for the construction of buildings, additions, or alterations, or for removal or demolition or use of property as herein described. The applicant agrees to comply with all applicable laws, ordinances, regulations and certifies that he is the owner or agent of all that certain lot, piece or parcel of land and/or building described in this application and if not the owner, that he has been duly and properly authorized to make this application and to assume responsibility for the owner in connection with this application.

(Signature of Applicant)

(Address of Applicant)

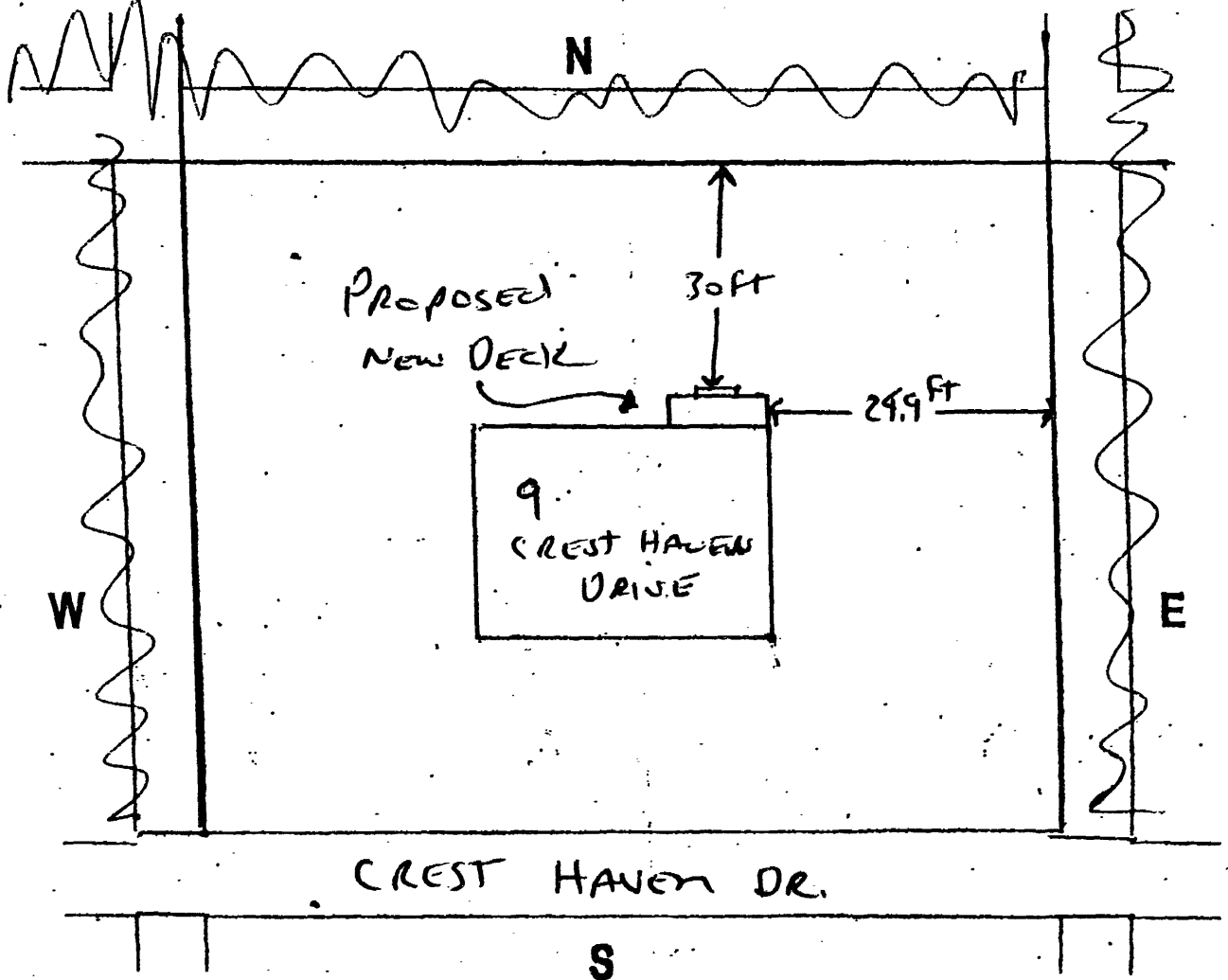
(Owner)

PLOT PLAN

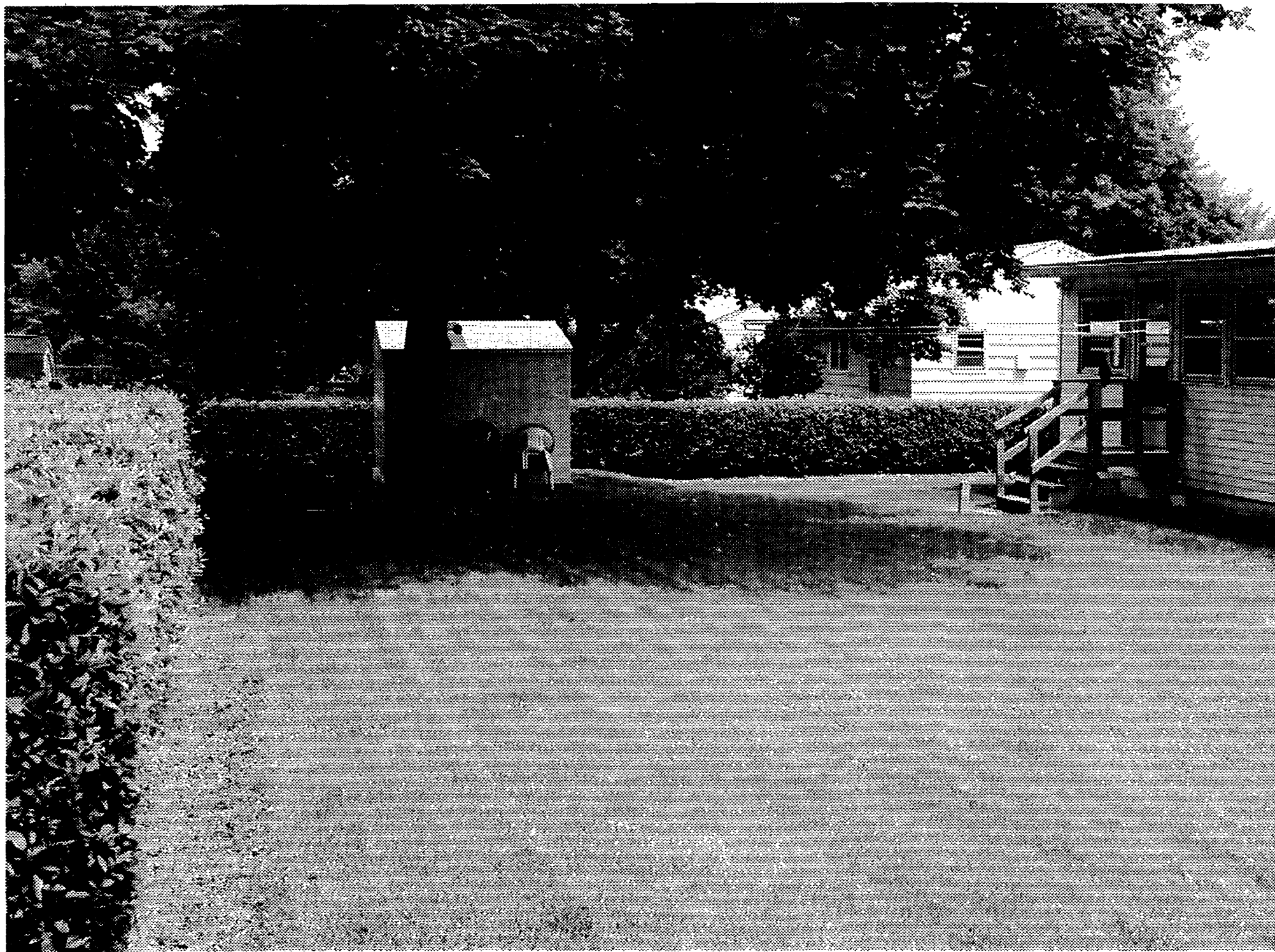
(owner's address)

W.T.

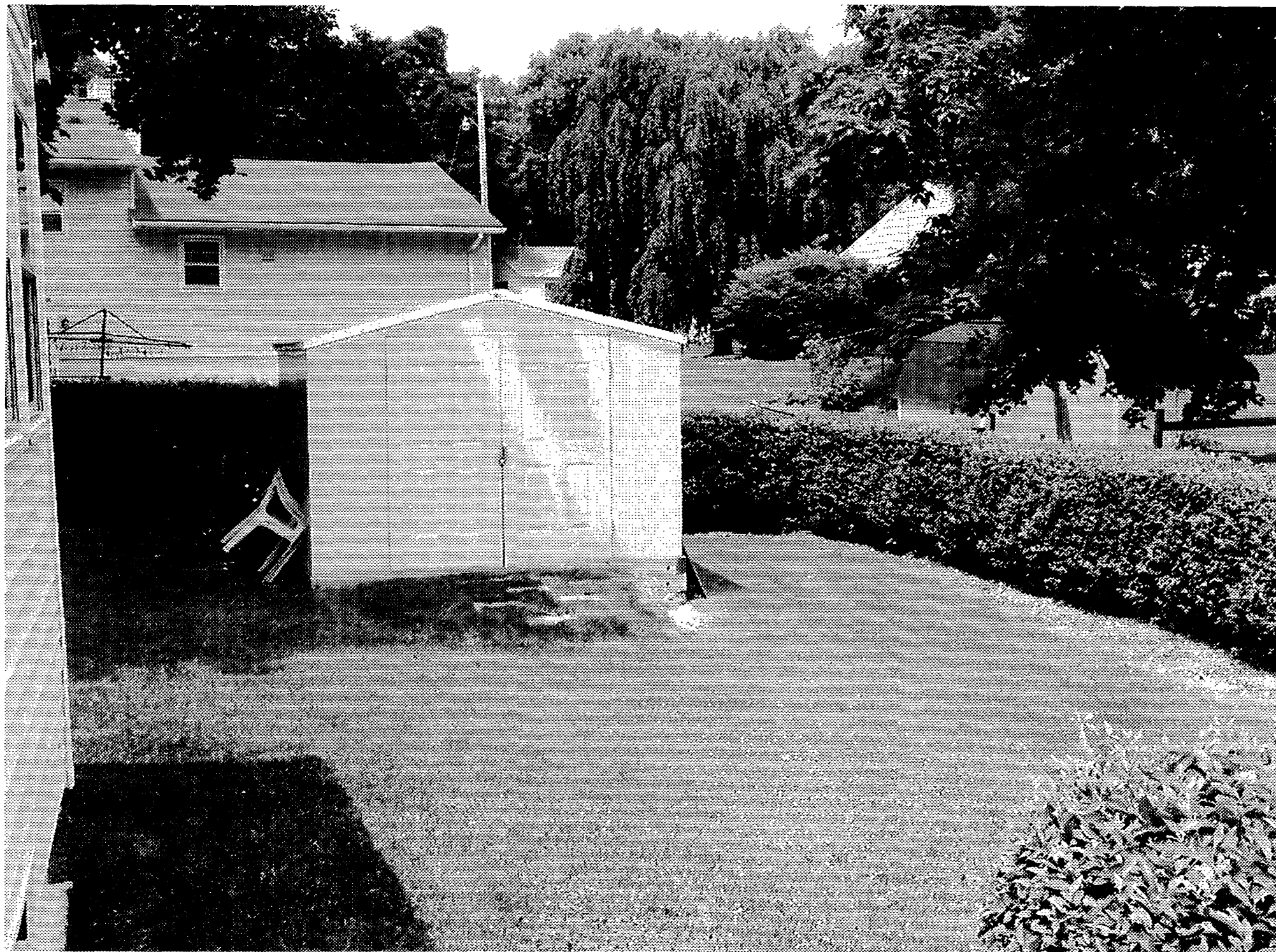
NOTE: Locate all buildings and indicate all set back dimensions. Applicant must indicate the building line or lines clearly and distinctly on the drawings.













BEARING BASIS:

NORTH ORIENTATION IS BASED ON DATUM ESTABLISHED FROM DEED OF RECORD.

DEED OF RECORD:

BEING LIBER 1641 PAGE 1135, FILED WITH OFFICE OF THE ORANGE COUNTY CLERK.

TAX LOT DESIGNATION:

SECTION 39, BLOCK 2, LOT 21, AS SHOWN ON THE TOWN OF NEW WINDSOR TAX MAPS.

GENERAL MAP NOTES:

1. THIS SURVEY IS SUBJECT TO ANY RECORDED AND/OR UN-RECORDED COVENANTS, RESTRICTIONS, EASEMENTS, RIGHT-OF-WAYS, AND AGREEMENTS, IF ANY.
2. UNLESS ILLUSTRATED AND NOTED BY A POINT OF REFERENCE, UNDERGROUND IMPROVEMENTS OR ENCROACHMENTS, IF ANY, ARE NOT SHOWN HEREON.
3. ALL BUILDING AND IMPROVEMENT OFFSETS SHOWN ARE AT RIGHT ANGLES TO PROPERTY LINES.
4. ALL HEDGES AND GROUND COVER ON THE SITE MAY NOT BE SHOWN ON THIS SURVEY.

MAP REFERENCES:

"MAP OF PLOT H, WILLOW ACRES DEVELOPEMENT, SCHOONMAKER BROTHERS" FILED IN THE ORANGE COUNTY CLERKS OFFICE ON OCTOBER 24, 1962 AS MAP NUMBER 1969.

LAND SURVEY PREPARED FOR MAUREEN and KENNETH SMITH

LOCATED IN THE TOWN OF NEW WINDSOR
ORANGE COUNTY NEW YORK
SCALE: 1" = 30'
MARCH 20, 2000



SCALE IN FEET

REVISIONS:**CERTIFICATION:**

I, ANTHONY A. SORACE, P.L.S., DO HEREBY CERTIFY IN MY PROFESSIONAL OPINION, ONLY TO PARTIES LISTED BELOW THAT THIS SURVEY IS THE RESULT OF AN ACTUAL FIELD SURVEY COMPLETED ON MARCH 18, 2000 AND COMPLIES WITH MINIMUM STANDARDS FOR SURVEYS EXCEPTED BY NEW YORK STATE ASSOCIATION OF LAND SURVEYORS. THIS CERTIFICATION DOES NOT RUN WITH TITLE TO THE LAND.

- MAUREEN and KENNETH SMITH
- COMMONWEALTH LAND TITLE INSURANCE COMPANY
- ANTHONY D. and HELEN A. CRANER
- HUDSON HERITAGE FEDERAL CREDIT UNION,
ITS SUCCESSORS AND/OR ASSIGNS

SURVEYOR:

Anthony A. Sorace

ANTHONY A. SORACE, P.L.S. LIC. No. 50187

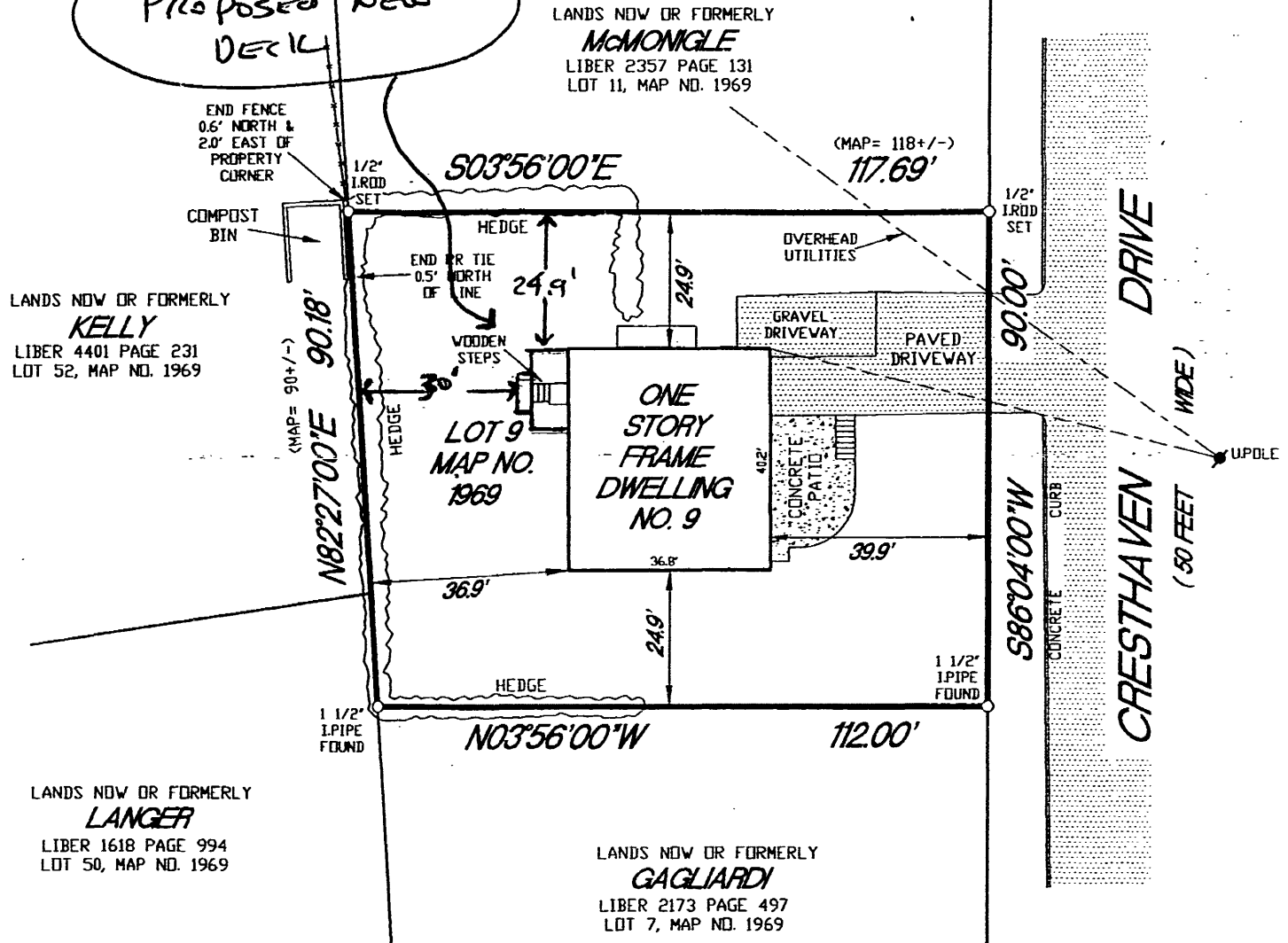
SURVEY No. 0019

LANDS NOW OR FORMERLY
KELLY
LIBER 4401 PAGE 231
LOT 52, MAP NO. 1969

LANDS NOW OR FORMERLY
LANGER
LIBER 1618 PAGE 994
LOT 50, MAP NO. 1969

LANDS NOW OR FORMERLY
McMONIGLE
LIBER 2357 PAGE 131
LOT 11, MAP NO. 1969

LANDS NOW OR FORMERLY
GAGLIARDI
LIBER 2173 PAGE 497
LOT 7, MAP NO. 1969



LOT AREA = 0.237 ACRES

THE ALTERATION OF THIS SURVEY MAP BY ANYONE OTHER THAN THE ORIGINAL PREPARER IS MISLEADING, CONFUSING AND NOT IN THE GENERAL WELFARE AND BENEFIT OF THE PUBLIC. IT IS A VIOLATION OF SECTION 7209, SUB-DIVISION 2, OF THE NEW YORK STATE EDUCATION LAW.

(914) 496-3367
ANTHONY A. SORACE, P.L.S.
PROFESSIONAL LAND SURVEYOR
ROCK TAVERN, NEW YORK - 12575
© 2000 BY ANTHONY A. SORACE, P.L.S.

26-30



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4615
Fax: (845) 563-4695

OFFICE OF THE ZONING BOARD OF APPEALS

January 8, 2004

Kenneth & Maureen Smith
9 Cresthaven Drive
New Windsor, New York, 12553

SUBJECT: REQUEST FOR VARIANCE #03-37

Dear Mr. & Mrs. Smith:

Please find enclosed two copies of the Formal Decision for your case before the Zoning Board of Appeals. Please keep these copies in your records for future reference if needed.

If you are in need of any further assistance or have any questions in this matter, please feel free to contact me at the above number.

Very truly yours,

Myra Mason, Secretary to the
NEW WINDSOR ZONING BOARD

MLM:mlm

cc: Michael Babcock, Building Inspector

NEW WINDSOR ZONING BOARD OF APPEALS

SBL: 39-2-21

In the Matter of the Application of

MEMORANDUM OF
DECISION GRANTING

KENNETH & MAUREEN SMITH

AREA

CASE #03-37

WHEREAS, Kenneth & Maureen Smith, owner(s) of 9 Cresthaven Drive, New Windsor, New York, 12553, has made application before the Zoning Board of Appeals for a/an 11 ft. Rear Yard Setback for proposed deck; and

WHEREAS, a public hearing was held on September 8, 2003 before the Zoning Board of Appeals at the Town Hall, New Windsor, New York; and

WHEREAS, the Applicant appeared on behalf of this Application; and

WHEREAS, there were no spectators appearing at the public hearing; and

WHEREAS, no one spoke in favor of or in opposition to the Application; and

WHEREAS, a decision was made by the Zoning Board of Appeals on the date of the public hearing granting the application; and

WHEREAS, the Zoning Board of Appeals of the Town of New Windsor sets forth the following findings in this matter here memorialized in furtherance of its previously made decision in this matter:

1. The notice of public hearing was duly sent to residents and businesses as prescribed by law and published in The Sentinel, also as required by law.
2. The Evidence presented by the Applicant showed that:
 - (a) The property is a residential property located in a neighborhood of residential properties.
 - (b) The proposed deck would be a small deck but, would be similar in size and appearance to other decks in the neighborhood.
 - (c) Building of the deck would not create any water hazards or runoff, divert the flow of drainage or create the ponding or collection of water.

- (d) In constructing the deck, the applicant would not remove any trees or substantial vegetation.
- (e) The deck would not be constructed on the top of any easements for sewer, water or other easements.

WHEREAS, The Zoning Board of Appeals of the Town of New Windsor makes the following conclusions of law here memorialized in furtherance of its previously made decision in this matter:

1. The requested variance(s) will not produce an undesirable change in the character of the neighborhood or create a detriment to nearby properties.
2. There is no other feasible method available to the Applicant that can produce the benefits sought.
3. The variance(s) requested are substantial in relation to the Town regulations but, nevertheless, are warranted.
4. The requested variance(s) will not have an adverse effect or impact on the physical or environmental conditions in the neighborhood or zoning district.
5. The difficulty the Applicant faces in conforming to the bulk regulations is self-created but, nevertheless, should be allowed.
6. The benefit to the Applicant, if the requested variance(s) are granted, outweighs the detriment to the health, safety and welfare of the neighborhood or community.
7. The requested variance(s) are/is appropriate and are/is the minimum variance(s) necessary and adequate to allow the Applicant relief from the requirements of the Zoning Local Law and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community.
8. The interests of justice will be served by allowing the granting of the requested area variance(s).

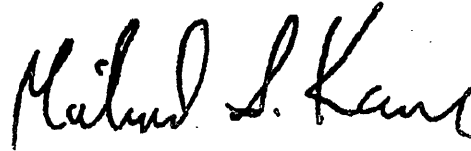
NOW, THEREFORE, BE IT

RESOLVED, that the Zoning Board of Appeals of the Town of New Windsor GRANT a request for an 11 ft. Rear Yard Setback for proposed deck as sought by the Applicant in accordance with plans filed with the Building Inspector and presented at the public hearing.

BE IT FURTHER

RESOLVED, that the Secretary of the Zoning Board of Appeals of the Town of New Windsor transmit a copy of this decision to the Town Clerk, Town Planning Board and/or Building Inspector and Applicant.

Dated: September 8, 2003

A handwritten signature in black ink, appearing to read "Michael S. Kane". The signature is written in a cursive style with a large initial "M".

Chairman

KENNEDY & MAUREEN SMITH (#03-37)

MR. KANE: Request for 10 ft. rear yard setback for proposed deck at 9 Cresthaven Drive in an R-4 zone.

Mr. Kenneth Smith appeared before the board for this proposal.

MR. SMITH: Okay, well, I do have to make a modification to that, I only have 29 feet so I'm really requesting an 11 foot variance. Basically what I have is just three steps, a platform going to the rear of my house. What I have currently is three steps and a small platform going to the rear of my house, unfortunately, everything I add on the back requires a variance, so I just want to put a small deck on and still have 29 foot clearance to my neighbor's property line.

MR. REIS: How large is your anticipated deck?

MR. SMITH: Eight feet from the house and it will be 12 feet wide.

MR. KANE: That would be similar to other decks in your neighborhood existing?

MR. KRIEGER: Similar.

MR. SMITH: It's kind of in proportion to the house, it's a 1,200 square foot ranch, I don't know if there's any other decks.

MR. KANE: You don't consider it oversized for your neighborhood?

MR. SMITH: No.

MR. KANE: Won't be creating any water hazards or runoffs with the building of the deck?

MR. SMITH: No.

MR. KANE: Cutting down of any trees?

MR. SMITH: No.

MR. KANE: Or any substantial vegetation?

MR. SMITH: No, just in the back of the house.

MR. KANE: Without the deck or the steps there coming out the back door would obviously be a safety hazard?

MR. SMITH: Repeat that.

MR. KRIEGER: If there was nothing there and you went out of the back of the house, you'd fall?

MR. SMITH: Oh, yes, yes, I need the steps down from the house.

MR. BABCOCK: Just for the record, no matter what size deck he built, he would need a variance.

MR. KANE: For anything for them?

MR. BABCOCK: Yes.

MR. KANE: Gentlemen?

MR. RIVERA: Accept a motion?

MR. KANE: Yes, I will.

MR. RIVERA: I move we set up Mr. Kenneth and Maureen Smith for their requested ten foot rear yard setback for proposed--

MR. KANE: It's 11 foot, we made that change.

MR. RIVERA: Okay, 11 foot rear yard setback for the proposed deck at 9 Cresthaven Drive.

August 11, 2003

11

MR. REIS: Second it.

ROLL CALL

MR. RIVERA	AYE
MR. REIS	AYE
MR. KANE	AYE

KENNETH & MAUREEN SMITH (#03-37)

Mr. Kenneth Smith appeared before the board for this proposal.

MR. KANE: Request for 11 ft. rear yard setback for proposed deck at 9 Cresthaven Drive in an R-4 zone.

MR. SMITH: Yes, I'm Ken Smith and I own the property 9 Cresthaven Drive. And what I currently have is 3 steps to a small platform in the back of my residence. Unfortunately, the back of my house is 40 feet to the property line and I'd like to add a small deck in the back, replace the small platform and the three steps but I need a variance to make any addition off the back of my house.

MR. KANE: Do other homes in your neighborhood have decks?

MR. SMITH: Not that I've seen within five or six houses there are no decks. On the other side of the street there are decks.

MR. KANE: The deck you're proposing, would it be bigger in size than other decks you've seen around?

MR. SMITH: No, this would be a small deck.

MR. KANE: Would you be creating any water hazards or runoffs with the building of the deck?

MR. SMITH: No.

MR. KANE: Cutting down any trees or substantial vegetation?

MR. SMITH: No, it's right off the back of the house.

MR. KANE: And obviously walking out the door from the

back of your house without a deck there or those steps would be a safety issue?

MR. SMITH: It's about 2 1/2 feet off the ground.

MR. KANE: Thank you.

MR. REIS: No municipal easements in the back of your home where you're planning to do this?

MR. SMITH: No.

MR. KANE: So after the proposed deck is up, you're going to have 29 feet?

MR. BABCOCK: That's correct.

MR. KANE: To the back?

MR. SMITH: Yes.

MR. KANE: What's the total size of the deck?

MR. SMITH: It will be 8 feet from the house, it will be 12 foot wide, so it's going to be 8 feet from the house plus the stairs will head towards the property line.

MR. KANE: At this point, I'll open it up to the public, ask if anybody in the audience is here for this particular meeting. Seeing none, we'll close it, bring it back to the board.

MS. MASON: On August 19, 82 addressed envelopes containing the public hearing notice were mailed out with no responses.

MR. KANE: Gentlemen, any questions?

MR. RIVERA: Accept a motion?

MR. KANE: Yes, I will.

MR. RIVERA: I make a motion that we grant Mr. Kenneth and Maureen Smith the requested 11 foot rear yard setback for the proposed deck at 9 Cresthaven Drive.

MR. MC DONALD: Second it.

ROLL CALL

MR. RIVERA	AYE
MR. MC DONALD	AYE
MR. REIS	AYE
MR. MINUTA	AYE
MR. KANE	AYE

**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS
OFFICE
845-563-4615**

MEMORANDUM

TO: LARRY REIS, COMPTROLLER
FROM: MYRA MASON, SECRETARY TO THE ZONING BOARD
DATE: SEPTEMBER 12, 2003
SUBJECT: REFUND ESCROW

**PLEASE ISSUE A CHECK IN THE AMOUNT OF \$ 203.00 TO CLOSE OUT
ESCROW FOR:**

ZBA FILE #03-37

NAME: KENNETH SMITH

ADDRESS: 9 CRESTHAVEN DRIVE

NEW WINDSOR, NY 12553

THANK YOU,

MYRA

L.R. 9-12-03



**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS
RECORD OF CHARGES & PAYMENTS**



FILE #03-37 TYPE: AREA

APPLICANT:
MAUREEN & KENNETH SMITH

TELEPHONE: 565-0240

RESIDENTIAL:	\$ 50.00	CHECK #5398
COMMERCIAL	\$ 150.00	CHECK #
INTERPRETATION	\$ 150.00	CHECK #

ESCROW: RESIDENTIAL \$300.00 CHECK #5397

* * * * * * * * * * * * *

<u>DISBURSEMENTS:</u>		<u>MINUTES</u> <u>\$4.50 / PAGE</u>	<u>ATTORNEY</u> <u>FEE</u>
PRELIMINARY:	<u>3</u> PAGES	\$ <u>13.50</u>	\$ <u>35.00</u>
2 ND PRELIMINARY:	<u> </u> PAGES	\$ <u> </u>	\$ <u> </u>
PUBLIC HEARING:	<u>3</u> PAGES	\$ <u>13.50</u>	\$ <u>35.00</u>
PUBLIC HEARING:	<u> </u> PAGES	\$ <u> </u>	\$ <u> </u>
	TOTAL:	\$ <u>27.00</u>	\$ <u>70.00</u>

* * * * * * * * * * * * *

ESCROW POSTED: \$ 300.00
LESS: DISBURSEMENTS: \$ 97.00

AMOUNT DUE: \$

REFUND DUE: \$ 203.00

L.R. 9-12-03

RESULTS OF Z.B.A. MEETING OF: September 2003

PROJECT: Kenneth & Maureen Smith ZBA # 03-37
P.B.#

USE VARIANCE: **NEED: EAF** _____ **PROXY** _____

LEAD AGENCY: M)_____S)_____ VOTE: A_____N_____
 RIVERA _____
 MCDONALD _____ CARRIED: Y_____N_____
 REIS _____
 MINUTA _____
 KANE _____

NEGATIVE DEC: M)_____S)_____ VOTE: A____N____
 RIVERA _____
 McDONALD _____ CARRIED: Y____N_____
 REIS _____
 MINUTA _____
 KANE _____

PUBLIC HEARING: M)_____ S)_____ VOTE: A_____ N_____

RIVERA _____

MCDONALD _____ CARRIED: Y_____ N_____

REIS _____

MINUTA _____

KANE _____

APPROVED: M)____S)____ VOTE: A____ N____
 RIVERA _____
 MCDONALD _____ CARRIED: Y____N____
 REIS _____
 MINUTA _____
 KANE _____

ALL VARIANCES - PRELIMINARY APPEARANCE:

SCHEDULE PUBLIC HEARING: M)____ S)____ VOTE: A____ N____
RIVERA _____
MCDONALD _____
REIS _____
MINUTA _____
KANE _____

CARRIED: Y_____ N_____

PUBLIC HEARING: STATEMENT OF MAILING READ INTO MINUTES ✓

VARIANCE APPROVED: M) KV S) M VOTE: A 5 N .

RIVERA	A
MC DONALD	A
REIS	A
MINUTA	A
KANE	A

CARRIED: Y ✓ N .

[illegible]

**ZONING BOARD OF APPEALS: TOWN OF NEW WINDSOR
COUNTY OF ORANGE: STATE OF NEW YORK**

-----X

In the Matter of the Application for Variance of

KENNETH & MAUREEN SMITH

AFFIDAVIT OF
SERVICE
BY MAIL

#03-37

_____ X

STATE OF NEW YORK)

) SS:

COUNTY OF ORANGE)

MYRA L. MASON, being duly sworn, deposes and says:

That I am not a party to the action, am over 18 years of age and reside at 67 Bethlehem Road, New Windsor, NY 12553.

That on the 19TH day of AUGUST, 2003, I compared the 82 addressed envelopes containing the Public Hearing Notice pertinent to this case with the certified list provided by the Assessor's Office regarding the above application for a variance and I find that the addresses are identical to the list received. I then placed the envelopes in a U.S. Depository within the Town of New Windsor.

Sworn to before me this

Myra L. Mason
Myra L. Mason, Secretary

19th day of August, 2003

J. P. Gallagher
Notary Public

JENNIFER MEAD
Notary Public, State Of New York
No. 01ME6050024
Qualified In Orange County
Commission Expires 10/30/ 2006

PUBLIC HEARING NOTICE
ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR

PLEASE TAKE NOTICE that the Zoning Board of Appeals of the TOWN OF NEW WINDSOR, New York, will hold a Public Hearing pursuant to Section 48-34A of the Zoning Local Law on the following Proposition:

Appeal No. 03-37

Request of KENNETH & MAUREEN SMITH

for a VARIANCE of the Zoning Local Law to Permit:

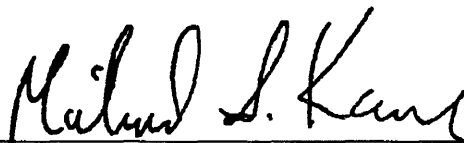
Request for 11 ft. Rear Yard Setback for proposed deck.

being a VARIANCE of Section 48-12 use/bulk tables R-4 zone (Use G-8)

for property located at: 9 CRESTHAVEN DRIVE - NEW WINDSOR, NY

known and designated as tax map Section 39 Block 2 Lot 21

**PUBLIC HEARING will take place on SEPTEMBER 8TH, 2003
at the New Windsor Town Hall, 555 Union Avenue, New Windsor, New York
beginning at 7:30 P.M.**

A handwritten signature in black ink, appearing to read "Michael S. Kane", written over a horizontal line.

Michael Kane, Chairman

TOWN OF NEW WINDSOR
REQUEST FOR NOTIFICATION LIST

DATE: AUGUST 12, 2003 PROJECT NUMBER: ZBA# 03-37 P.B. # _____

APPLICANT NAME: KENNETH & MAUREEN SMITH

PERSON TO NOTIFY TO PICK UP LIST:

KENNETH OR MAUREEN SMITH
9 CREST HAVEN DRIVE
NEW WINDSOR, NY 12553

TELEPHONE: 565-0240

TAX MAP NUMBER: SEC. 39 BLOCK 2 LOT 21
SEC. _____ BLOCK _____ LOT _____
SEC. _____ BLOCK _____ LOT _____

PROPERTY LOCATION: 9 CREST HAVEN DRIVE
NEW WINDSOR, NY

THIS LIST IS BEING REQUESTED BY:

NEW WINDSOR PLANNING BOARD: _____

SITE PLAN OR SUBDIVISION: (ABUTTING AND ACROSS ANY STREET) _____

SPECIAL PERMIT ONLY: (ANYONE WITHIN 500 FEET) _____

AGRICULTURAL DISTRICT:
(ANYONE WITHIN THE AG DISTRICT WHICH IS WITHIN 500'
OF SITE PLAN OR SUBDIVISION PROJECT) _____

❖ ❖

NEW WINDSOR ZONING BOARD XXX

LIST WILL CONSIST OF ALL PROPERTY WITHIN 500 FEET OF PROJECT XXX

❖ ❖

AMOUNT OF DEPOSIT: 25.00 CHECK NUMBER: 5400

TOTAL CHARGES: _____



RESULTS OF Z.B.A. MEETING OF: August 11, 2003

PROJECT: Kenneth & Maureen Smith ZBA # 03-37
P.B.#

USE VARIANCE: NEED: EAF PROXY

LEAD AGENCY: M) S) VOTE: A N
RIVERA
MCDONALD CARRIED: Y N
REIS
MINUTA
KANE

NEGATIVE DEC: M) S) VOTE: A N
RIVERA
MCDONALD CARRIED: Y N
REIS
MINUTA
KANE

PUBLIC HEARING: M) S) VOTE: A N
RIVERA
MCDONALD CARRIED: Y N
REIS
MINUTA
KANE

APPROVED: M) S) VOTE: A N
RIVERA
MCDONALD CARRIED: Y N
REIS
MINUTA
KANE

ALL VARIANCES - PRELIMINARY APPEARANCE:

SCHEDULE PUBLIC HEARING: M) RV S) RS VOTE: A 3 N 0
RIVERA A
MCDONALD A
REIS A CARRIED: Y ✓ N
MINUTA A
KANE

PUBLIC HEARING: STATEMENT OF MAILING READ INTO MINUTES

VARIANCE APPROVED: M) S) VOTE: A N

RIVERA
MC DONALD CARRIED: Y N
REIS
MINUTA
KANE

Change to 11' requested



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4631
Fax: (845) 563-4693

Assessor's Office

August 15, 2003

Kenneth & Maureen Smith
9 Cresthaven Drive
New Windsor, NY 12553

Re: 39-2-21 ZBA#03-37

Dear Mr. & Mrs. Smith:

According to our records, the attached list of property owners are within five hundred (500) feet of the above referenced property.

The charge for this service is \$105.00, minus your deposit of \$25.00.

Please remit the balance of \$80.00 to the Town Clerk's Office.

Sincerely,

J. Todd Wiley *BAW*

J. Todd Wiley, IAO
Sole Assessor

JTW/baw
Attachments

CC: Myra Mason, ZBA

24-5-29
Matthew & Marta Farrell
233 Garden Street
New Windsor, NY 12553

24-5-30
Ellen Dooley
235 Garden Street
New Windsor, NY 12553

24-5-31
Wilfred & Maureen Fookes
237 Garden Street
New Windsor, NY 12553

24-5-32
John & Angela Davidson
239 Garden Street
New Windsor, NY 12553

24-5-33
Joseph Dziegielewski
241 Garden Street
New Windsor, NY 12553

24-5-34
Leo & Anne Marino
243 Garden Street
New Windsor, NY 12553

24-5-35
John & Kathleen Gaudioso
245 Garden Street
New Windsor, NY 12553

24-5-36
Bernard King
247 Garden Street
New Windsor, NY 12553

24-5-37
Joseph & Diane Gross
249 Garden Street
New Windsor, NY 12553

24-5-38
John & Helen Pollock
251 Garden Street
New Windsor, NY 12553

24-5-39
Michael & Madelene Knaggs
253 Garden Street
New Windsor, NY 12553

39-1-1
Glen & Fabiann Messenger
45 Harth Drive
New Windsor, NY 12553

39-1-2
Earl & Maripat Barnes
47 Harth Drive
New Windsor, NY 12553

39-1-3
James & Doris Greenwood
49 Harth Drive
New Windsor, NY 12553

39-1-4
Kevin Corbett
51 Harth Drive
New Windsor, NY 12553

39-1-5
Gregory & Karen VanDenBerg
53 Harth Drive
New Windsor, NY 12553

39-1-6
Carmine Arrucci & Karen Tobin
55 Harth Drive
New Windsor, NY 12553

39-1-7
Francis & Margo Bedetti
57 Harth Drive
New Windsor, NY 12553

39-1-8
Nancy Lopez
59 Harth Drive
New Windsor, NY 12553

39-1-9
Alicia Franqui
61 Harth Drive
New Windsor, NY 12553

39-1-10
Samuel & Francine Leghorn
63 Harth Drive
New Windsor, NY 12553

39-1-11
Richard Schade & Mary Rhyne
65 Harth Drive
New Windsor, NY 12553

39-1-12
Quintin & Roseann Welsh
67 Harth Drive
New Windsor, NY 12553

39-2-1
Dennis & Laurie Hanrahan
42 Harth Drive
New Windsor, NY 12553

39-2-2
Vito & Ciro Damone
44 Harth Drive
New Windsor, NY 12553

39-2-3
Dominick Lucera & Anna Dailey
46 Harth Drive
New Windsor, NY 12553

39-2-4
David & Barbara Ann Evans
48 Harth Drive
New Windsor, NY 12553

39-2-5
Leroy & Lorraine Langer
50 Harth Drive
New Windsor, NY 12553

39-2-6
Christopher & Kathleen Kelly
52 Harth Drive
New Windsor, NY 12553

39-2-7
Edward & Bethann Yano
54 Harth Drive
New Windsor, NY 12553

39-2-8
Philip & Linda Schulman
56 Harth Drive
New Windsor, NY 12553

39-2-9
Lawrence & Mary McGuire
58 Harth Drive
New Windsor, NY 12553

39-2-10
Thomas & Arlene Olszewski
50 Harth Drive
New Windsor, NY 12553

39-2-11
Jacqueline Melfi
52 Harth Drive
New Windsor, NY 12553

39-2-15
Robert Leetch
21 Cresthaven Drive
New Windsor, NY 12553

39-2-16
Barbara Moore & Marjorie Rice
19 Cresthaven Drive
New Windsor, NY 12553

39-2-17
William King
7 Cresthaven Drive
New Windsor, NY 12553

39-2-18
John & Eileen Sweeney
5 Cresthaven Drive
New Windsor, NY 12553

39-2-19
Brian & Eileen Doyle
3 Cresthaven Drive
New Windsor, NY 12553

39-2-20
William McMonigle c/o Anita McMonigle
2 Camelot Drive
New Windsor, NY 12542

39-2-22
Paul & Lois Gagliardi
7 Cresthaven Drive
New Windsor, NY 12553

39-2-23
Joseph & Stephanie Leechow
5 Cresthaven Drive
New Windsor, NY 12553

39-2-24
Thomas Gayton
3 Cresthaven Drive
New Windsor, NY 12553

39-2-25
Michael & Carolyn Stechishin
1 Cresthaven Drive
New Windsor, NY 12553

39-2-26
Kevin & Evelyn Woods
38 Harth Drive
New Windsor, NY 12553

39-2-27
Paul & Dorothy Suto
40 Harth Drive
New Windsor, NY 12553

39-3-1
Roger & Elida & Wilbert Gutierrez
36 Harth Drive
New Windsor, NY 12553

39-3-2
Kasem & Kom-Kuy Chalermvong
2 Cresthaven Drive
New Windsor, NY 12553

39-3-3
Anthony & Cele Cimorelli
276 Temple Hill Rd, Unit 902
New Windsor, NY 12553

39-3-4
Joseph Gatt
6 Cresthaven Drive
New Windsor, NY 12553

39-3-5
Carlos & Virgenmina Gomez
8 Cresthaven Drive
New Windsor, NY 12553

39-3-6
Leonard & Carolyn Mortimer
10 Cresthaven Drive
New Windsor, NY 12553

39-3-7
Anthony Whyte & Juliet White
12 Cresthaven Drive
New Windsor, NY 12553

39-3-8
John Bennett Sr. & Candace Rist
14 Cresthaven Drive
New Windsor, NY 12553

39-3-9
George & Gladys Brooks
16 Cresthaven Drive
New Windsor, NY 12553

39-3-10
Harry & Doris Bonnett
18 Cresthaven Drive
New Windsor, NY 12553

39-3-11
Daniel & Lori Canissario
20 Cresthaven Drive
New Windsor, NY 12553

39-3-21
Edwin & Janet Rodriguez
19 Valewood Drive
New Windsor, NY 12553

39-3-22
Salvatore Vecchio
17 Valewood Drive
New Windsor, NY 12553

39-3-23
William & Eleanora Hightower
15 Valewood Drive
New Windsor, NY 12553

39-3-24
Sisto & Lena Salbucci
13 Valewood Drive
New Windsor, NY 12553

39-3-25
Kenneth & Rosalie Parker
11 Valewood Drive
New Windsor, NY 12553

39-3-26
Dawn Olszewski
9 Valewood Drive
New Windsor, NY 12553

39-3-27
Michele Stoute
7 Valewood Drive
New Windsor, NY 12553

39-3-28
Robert & Therese Zupitza
5 Valewood Drive
New Windsor, NY 12553

39-3-29
Thomas & Elena Sears
3 Valewood Drive
New Windsor, NY 12553

39-3-30
William Post
1 Valewood Drive
New Windsor, NY 12553

39-3-31
Dennis & Lenka Crawshaw
34 Harth Drive
New Windsor, NY 12553

39-4-1
Harold & Karole Green
32 Harth Drive
New Windsor, NY 12553

39-4-2
Carl & Elizabeth Seagren
2 Valewood Drive
New Windsor, NY 12553

39-4-3
Roy & Dolores Dewitt
4 Valewood Drive
New Windsor, NY 12553

39-4-4
Rosemary Coyle
6 Valewood Drive
New Windsor, NY 12553

39-4-5
Louis & Marion Randall
8 Valewood Drive
New Windsor, NY 12553

39-4-6
Phyllis Scherf
10 Valewood Drive
New Windsor, NY 12553

39-4-7
Richard & Angela Coltery
12 Valewood Drive
New Windsor, NY 12553

39-4-8
Michael & Janice Suchowiecki
14 Valewood Drive
New Windsor, NY 12553

39-4-9
Dennis & Karin Guiney
16 Valewood Drive
New Windsor, NY 12553

39-4-27
Henry & Mary Puglisi
12 Birchwood Drive
New Windsor, NY 12553

39-4-28
Dennis & Virginia Monahan
10 Birchwood Drive
New Windsor, NY 12553

39-4-29
Roy & Lucille Coleman
8 Birchwood Drive
New Windsor, NY 12553

39-4-30
John & Eunice McKee
6 Birchwood Drive
New Windsor, NY 12553

39-4-31
Eleanor Harris
4 Birchwood Drive
New Windsor, NY 12553



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4615
Fax: (845) 563-4695

ZONING BOARD OF APPEALS

August 19, 2003

Kenneth & Maureen Smith
9 Cresthaven Drive
New Windsor, NY 12553

SUBJECT: REQUEST FOR VARIANCE #03-37

Dear Mr. & Mrs. Smith:

This is just to let you know your Notices for Public Hearing were mailed out and the notice was also sent to The Sentinel Newspaper for publication. **PLEASE NOTE: The Sentinel will bill you directly for this add. This is not included in the escrow you posted upon application.**

Your Public Hearing before the Zoning Board of Appeals for your requested variance at:

9 Cresthaven Drive
New Windsor, NY

is scheduled for the September 8th, 2003 agenda.

This meeting starts at 7:30 p.m. and is held in the Town Meeting Room at Town Hall. If you have any questions or concerns in this matter, please feel free to contact me.

Very truly yours,

Myra Mason, Secretary
Zoning Board of Appeals

MLM:mlm

Mailed 8/19

TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS

RECEIPT OF ESCROW RECEIVED:

DATE RECEIVED: 07-03-03

FOR: ESCROW #03-37

FROM: MAUREEN & KENNETH SMITH

9 CREST HAVEN DRIVE

NEW WINDSOR, NY 12553

CHECK NUMBER: 5397

AMOUNT: 300.00

RECEIVED AT COMPTROLLER'S OFFICE BY:

NAME

DATE

7/7/03

PLEASE RETURN SIGNED COPY TO MYRA FOR FILING

THANK YOU

**Town of New Windsor
555 Union Avenue
New Windsor, NY 12553
(845) 563-4611**

**RECEIPT
#658-2003**

07/03/2003

03-37 *Application Fee*
**Smith, Maureen
9 Cresthaven Drive
New Windsor, NY 12553**

**Received \$ 50.00 for Zoning Board Fees, on 07/03/2003. Thank you for
stopping by the Town Clerk's office.**

As always, it is our pleasure to serve you.

**Deborah Green
Town Clerk**



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4615
Fax: (845) 563-4695

ZONING BOARD OF APPEALS

July 3, 2003

Kenneth & Maureen Smith
9 Cresthaven Drive
New Windsor, NY 12553

SUBJECT: REQUEST FOR VARIANCE #03-37

Dear Mr. & Mrs. Smith:

This letter is to inform you that you have been placed on the August 11th, 2003 agenda for the Zoning Board of Appeals to discuss your request for a variance at:

9 Cresthaven Drive
New Windsor, NY 12553

This meeting starts at 7:30 p.m. and is held in the Town Meeting Room at Town Hall. If you have a problem with this time and/or date, please contact me at the above number and we will reschedule your appearance. If you have any further questions, please feel free to contact me.

Very truly yours,

Myra Mason, Secretary
Zoning Board of Appeals

MLM:mlm



TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS



APPLICATION FOR VARIANCE

6/30/2003

Date

Application Type: Use Variance ☒ Area Variance ☐
Sign Variance ☐ Interpretation ☐

I. Owner Information:

Phone Number: (845) 565-0290
Fax Number: ()

Kenneth C. Smith
(Name)

9 CREST HAUGH DR, New Windsor, NY
(Address) 12553

II. Purchaser or Lessee:

Phone Number: (845) 565-0290
Fax Number: ()

SMITH
Kenneth & MAUREEN
(Name)

9 CREST HAUGH DR NEW Windsor, NY
(Address) 12553

III. Attorney:

Phone Number: ()
Fax Number: ()

(Name)

(Address)

IV. Contractor/Engineer/Architect/Surveyor/:

Phone Number ()
Fax Number: ()

(Name)

(Address)

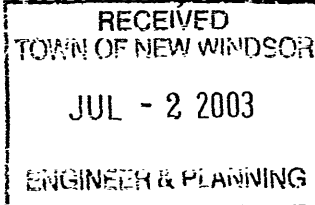
V. Property Information:

Zone: R-4 Property Address in Question: 9 CREST HAUGH DRIVE
Lot Size: 90x117 Tax Map Number: Section 39 Block 2 Lot 21

- a. What other zones lie within 500 feet? _____
b. Is pending sale or lease subject to ZBA approval of this Application? NO
c. When was property purchased by present owner? 5/1/2000
d. Has property been subdivided previously? NO If so, When: _____
e. Has an Order to Remedy Violation been issued against the property by the Building/Zoning/Fire Inspector? NO
f. Is there any outside storage at the property now or is any proposed? YES

****PLEASE NOTE:*****

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.



Storage Shed

03-37

COMPLETE THIS PAGE ☐

**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS**

APPLICATION FOR VARIANCE - continued

VIII. AREA VARIANCE: (This information will be on your Building Department Denial form you receive)

Area Variance requested from New Windsor Zoning Local Law,

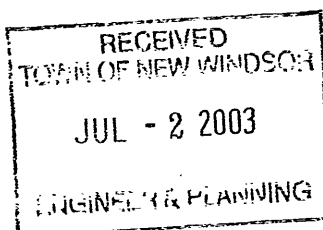
	<u>Requirements</u>	<u>Proposed or Available</u>	<u>Variance Request</u>
Min. Lot Area			
Min. Lot Width			
Reqd. Front Yd.			
Reqd. Side Yd.			
Reqd. Rear Yd.	40'	29'	11'
Reqd. St Front*			
Max. Bldg. Hgt.			
Min. Floor Area*			
Dev. Coverage*			
Floor Area Ration**			
Parking Area			

*Residential Districts Only

**Non-Residential Districts Only

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.



03-37

COMPLETE THIS PAGE ☐

**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS**

APPLICATION FOR VARIANCE - continued

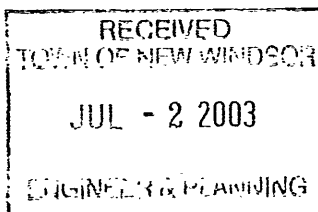
- IX. In making its determination, the ZBA shall take into consideration, among other aspects, the benefit to the applicant if the variance is granted as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. Also, whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance; (2) whether the benefit sought by the applicant can be achieved by some other method feasible for the applicant to pursue other than an area variance; (3) whether the requested area variance is substantial; (4) whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and (5) whether the alleged difficulty was self-created.

After reading the above paragraph, please describe why you believe the ZBA should grant your application for an Area Variance:

THIS IS A SMALL DECK THAT
IS IN PROPORTION TO THE SMALL BACK
YARD. SET BACK IS 29' AT STAIRS.

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.



03-37

COMPLETE THIS PAGE ☐

XII. ADDITIONAL COMMENTS:

- (a) Describe any conditions or safeguards you offer to ensure that the quality of the zone and neighboring zones is maintained or upgraded and that the intent and spirit of the New Windsor Zoning Local Law is fostered. (Trees, landscaped, curbs, lighting, paving, fencing, screening, sign limitations, utilities, drainage.)
-
-

XIII. ATTACHMENTS REQUIRED:

- ☐ Copy of contract of sale, lease or franchise agreement. Copy of deed and title policy.
- ☐ Copy of site plan or survey showing the size and location of the lot, the location of all buildings, facilities, utilities, access drives, parking areas, trees, landscaping, fencing, screening, signs, curbs, paving and streets within 200 ft. of the lot in question.
- ☐ Copies of signs with dimensions and location.
- ☐ Three checks: **(each payable to the TOWN OF NEW WINDSOR)**
 - ☐ One in the amount of \$ 300.00 or 500.00, (escrow)
 - ☐ One in the amount of \$ 50.00 or 150.00, (application fee)
 - ☐ One in the amount of \$ 25.00, (Public Hearing List Deposit)
- ☐ Photographs of existing premises from several angles. **(IF SUBMITTING DIGITAL PHOTOS PRINTED FROM COMPUTER – PLEASE SUBMIT FOUR(4) SETS OF THE PHOTOS.)**

XIV. AFFIDAVIT.

STATE OF NEW YORK)

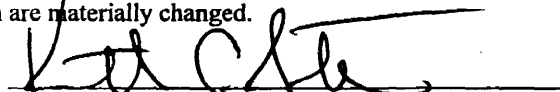
) SS.:

COUNTY OF ORANGE)

The undersigned applicant, being duly sworn, deposes and states that the information, statements and representations contained in this application are true and accurate to the best of his/her knowledge or to the best of his/her information and belief. The applicant further understands and agrees that the Zoning Board of Appeals may take action to rescind any variance granted if the conditions or situation presented herein are materially changed.

Sworn to before me this:

3rd day of June 2003,




Owner's Signature (Notarized)

Kenneth C. Smith

Owner's Name (Please Print)

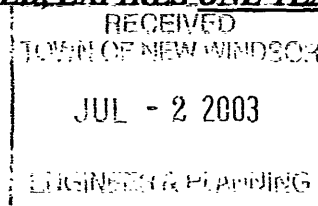
204-276-782


Signature and Stamp of Notary Public, State of New York
No. 01H05062877
Qualified in Orange County
Commission Expires July 8, 2006

Applicant's Signature (If not Owner)

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.



03-37
COMPLETE THIS PAGE ☐



TOWN OF NEW WINDSOR

555 UNION AVENUE
NEW WINDSOR, NY 12553
(845) 563-4615 (MYRA MASON)



ZONING BOARD PROCEDURES

PLEASE READ PAGE ONE AND TWO OF THIS PACKAGE AND SIGN PAGE TWO IT EXPLAINS THE PROCEDURE TO BE FOLLOWED FOR YOUR APPLICATION.

PLEASE COMPLETE THE ATTACHED APPLICATION FORMS WHERE IT APPLIES TO YOUR SITUATION AND RETURN TO MYRA MASON (845-563-4615) AT THE ZONING BOARD OFFICE (LOCATED IN THE PLANNING BOARD & ENGINEERING OFFICE IN TOWN HALL) WITH THREE CHECKS MADE PAYABLE TO "THE TOWN OF NEW WINDSOR" AS FOLLOWS:

RESIDENTIAL: (Three Separate Checks Please)

APPLICATION FEE: \$ 50.00
*ESCROW: \$300.00
**DEPOSIT FOR PUBLIC HEARING LIST: \$ 25.00

MULTI-FAMILY: (Three Separate Checks Please)

APPLICATION FEE: \$150.00
*ESCROW: \$500.00
**DEPOSIT FOR PUBLIC HEARING LIST: \$ 25.00

COMMERCIAL: (Three Separate Checks Please)

APPLICATION FEE: \$150.00
*ESCROW: \$500.00
**DEPOSIT FOR PUBLIC HEARING LIST: \$ 25.00

INTERPRETATION: (Three Separate Checks Please)

APPLICATION FEE: \$150.00
*ESCROW: \$500.00
**DEPOSIT FOR PUBLIC HEARING LIST: \$ 25.00

YOU WILL THEN BE SCHEDULED FOR THE NEXT AVAILABLE AGENDA FOR YOUR "PRELIMINARY MEETING".

*

ESCROW

IS TO COVER OUTSIDE PROFESSIONAL FEES SUCH AS ZBA ATTORNEY FEE, MINUTES OF YOUR PORTION OF THE MEETING, ETC. THE BALANCE WILL BE RETURNED TO YOU UPON CLOSING FILE.

THE APPLICANT WILL BE BILLED DIRECTLY FOR THE PUBLIC HEARING ADVERTISEMENT IN THE "SENTINEL NEWSPAPER"

**

LIST OF PROPERTY OWNERS
WITHIN 500 FT. RADIUS OF
PROPERTY IN QUESTION:

APPROXIMATE COST FOR
PUBLIC HEARING LIST:

1-10 NAMES	25.00
11-20 NAMES	35.00
21-30 NAMES	45.00
31-40 NAMES	55.00
41-50 NAMES	65.00
51-60 NAMES	75.00
61-70 NAMES	85.00
71-80 NAMES	95.00
81-90 NAMES	105.00
91-100 NAMES	115.00

ANYTHING OVER 100 NAMES
IS \$1.00 EA. ADDITIONAL
NAME

RECEIVED
TOWN OF NEW WINDSOR

JUL - 2 2003

PAGE 1

PLANNING & ENGINEERING

03-37

FOLLOWING YOUR PRELIMINARY MEETING, THE ZONING BOARD SECRETARY WILL ORDER YOUR "PUBLIC HEARING LIST" FROM THE ASSESSOR'S OFFICE.

1. WHEN THE ASSESSOR'S OFFICE NOTIFIES YOU THAT YOUR LIST IS READY, YOU MUST COME IN AND PAY THE BALANCE DUE FOR THE LIST. (THIS WILL BE PREPARED ON LABELS FOR YOUR CONVENIENCE).
2. PREPARE AN ENVELOPE (self-sealing envelopes are much appreciated) FOR EACH LABEL WITH YOUR RETURN ADDRESS AND A REGULAR \$.37 STAMP. BRING THE PREPARED ENVELOPES AND A COPY OF THE LIST TO THE ZONING BOARD SECRETARY FOR MAILING. YOUR PUBLIC HEARING DATE WILL BE SCHEDULED AT THIS TIME.

NOTE:

IF IT IS EASIER FOR YOU, YOU CAN BRING THE ENVELOPES WITH YOU WHEN YOU PICK UP AND PAY FOR YOUR LIST. YOU CAN PUT THE LABELS ON AT THAT TIME AND BRING THEM TO THE ZBA OFFICE FOR COMPLETION.

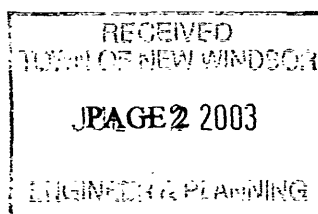
*** * MUST READ AND SIGN * ***

I UNDERSTAND THAT I WILL BE BILLED DIRECTLY FOR MY "LEGAL NOTICE" TO BE PUBLISHED IN THE SENTINEL NEWSPAPER FOR MY PUBLIC HEARING.... (this charge is not deducted from your escrow posted).

[Handwritten Signature] *6/30/03*
SIGNATURE DATE

NOTE:

THE ZBA MEETS ON THE 2ND AND 4TH MONDAY OF EACH MONTH UNLESS A HOLIDAY FALLS ON THAT DATE. (JULY AND AUGUST – ONE MEETING PER MONTH ONLY)



03-37

COMPLETE THIS PAGE ☐